

**MINUTES**

**INDIANA DEPARTMENT OF WORKFORCE DEVELOPMENT**

**WORKFORCE PROFICIENCY PANEL**

**April 19, 2004**

Minute No. 1

Call to Order

Jim Edwards, Chair, called the meeting of the Workforce Proficiency Panel to order.

Minute No. 2

Roll Call and Determination of a Quorum

It was established no quorum was present. Panel members present were Jim Edwards, Mike Hayes, and Jerry Seager. Members absent were Kathy Sutton, Jerry Seager, B. J. Bischoff, Ron Christ, James Pittman, Johnny Alderman, and Marianetta Blackwell.

Minute No. 3

Consideration of the October 20, 2003 Minutes, Document 03-04 and the December 15, 2003 Minutes, Document 03-05 Workforce Proficiency Panel, February 16, 2004 Minutes, Document 04-01

Minutes of the October 20, 2003 Meeting, Document 03-04 and the December 15, 2003 Meeting, Document 03-05, February 16, 2004 Meeting, Document 04-01 were tabled until the June 21, 2004 meeting due to no quorum being present. (Copy filed with official Minutes.)

Minutes No. 4

Discussion Item: Certificates of Technical Achievement

Mr. Fields updated the Panel on the Certificate of Technical Achievement (CTA) Report. (Copy filed with official Minutes.) Mr. Fields provided an overview of the CTA Report for the Panel. The CTA Report is updated on the internet at the beginning of every month. This report shows the increase in CTA's from the February, 2004 Panel meeting. Mr. Fields stated Indiana Business College and Ivy Tech would be using CTA's for the ten core in Business for the retraining of Thompson Consumer Electronics in Marion. Discussion on the issuance of CTA's and the report followed.

Chair Edwards updated the Panel on the Southwestern Indiana Network for Education (SINE). This organization created a second job learning center. Chair Edwards mentioned Rob Moore, head of the North Spencer Education Center was one of the first Adult Learning Centers to issue CTAs in Business. Discussion followed.

Minute No. 5

Discussion Item: Information Items

Mr. Fields updated the Panel on the Education Roundtable. The Education Roundtable developed a plan for pre-kindergarten through Grade twelve. The plan includes the implementation of the Core 40 diploma. The State Department of Education and the Commission for Higher Education approved this diploma for Indiana students. The goal of the Roundtable is to ensure all students graduating high school receive at minimum a Core 40 diploma. Discussion on Core 40 followed.

Chair Edwards discussed a pilot program in Jeffersonville, Indiana. The Technical Training Program created Engineering and Advanced Manufacturing Technology Academies at the High School level. Discussion on the Training Program followed.

Mr. Fields informed Panel members they have been reappointed for another four year term by the Governor.

Minute No. 6

Decision Item: Site Certification Applications for the Indiana Essential Skills Initiative

Mr. Fields requested the Panel vote on the Decision Item even though a quorum was not present. The sites listed on this report are on probationary status until approved by the Panel. (Copy filed with official Minutes.) A letter would be sent to each site stating they have been approved by the Panel to issue CTAs. A decision item will be presented to the Panel at the June meeting to request approval of CTA sites be turned over to staff.

Chair Edwards stated a letter will be sent to each Panel member requesting attendance at Panel meetings. Mr. Fields stated staff would poll Panel members on change of dates for panel meetings.

Panel member Seager approved Site Certification Application list. Seconded by Panel member Hayes; unanimously carried.

Minute No. 7

Other Business

There was no further business to come before the Panel.

Minute No. 8

Adjournment

Chair Edwards declared the meeting adjourned.

Date\_\_\_\_\_ Chair\_\_\_\_\_ Secretary\_\_\_\_\_  
James D. Edwards Jerry Seager